

Dear Future Vendor:

We are excited about expanding our SunTrust Sunday Jazz Brunch music concert series with more arts, crafts and a green market and would like to offer you the opportunity to participate. Downtown Fort Lauderdale comes alive the first Sunday of each month along the historic New River for the 14th Annual SunTrust Sunday Jazz Brunch. This is one of the most popular events held in downtown Fort Lauderdale with five stages of FREE entertainment from 11:00 AM – 2:00 PM. Food can be purchased from local restaurants set up along the Riverwalk. Beverages can be purchased from local non-profit organizations or there is the option bringing your own beverages. Call our 24-hour hotline at 954-828-5363 for more information.

Enclosed is a green market vendor application. Pictures of your booth set up and product must be attached, all pictures will be returned to you upon request. The completed package must be received in our office two weeks prior to the first month in which you plan to participate. We do not like to have competing vendors therefore booths will be assigned in the order that they are received. We will only select vendors that are appropriate for this event.

The following guidelines have been established to provide a clean environment and ambience for the patrons.

- ♪ All tents must be white.
- ♪ Set up begins at 6:30 am, all booths must be set up by 10:00 am. Shut down begins at 2:00 pm and everything must be removed by 3:00 pm or you may be ticketed by the Police.
- ♪ Vendors set up **at least one hour prior to the event start time** and remain open during all hours of the event.
- ♪ **All vehicles must be removed from your booth location and parked in the designated parking lot by 9:30am.**
- ♪ Vendors must supply the following items for their booths: Chairs, tables and white tent or canopy. All tables must be covered and skirted.
- ♪ Insurance for vendors selling food products.

If you have any questions, please do not hesitate to call me 954-828-4982 or e-mail me at dgasperic@fortlauderdale.gov. Thank you and I look forward to the possibility of your participation.

Sincerely,

Debbie Gasperic
Fort Lauderdale Parks and Recreation Department



14th Annual SunTrust Sunday Jazz Brunch

GREEN MARKET VENDOR APPLICATION 2004

Month Requested _____

Exhibitor(Company)Name: _____ Contact Name: _____

Address: _____ City, State, Zip : _____

Telephone: _____ Fax: _____ E-Mail: _____

ITEM TO BE DISPLAYED: _____

PLEASE ENCLOSE PICTURES / PRICE RANGE OF ITEMS: _____

BOOTH SELECTION

Vendors must supply their own tables, chairs, and coverings. All tents must be white. **All booth fees include 6% sales tax.**

Monthly fee (prior approval given) \$26.50 \$ _____

SUB-TOTAL BOOTH SELECTION

\$ _____

TOTAL AMOUNT BOOTH FEE

\$ _____

APPLICATION DEADLINE: Two weeks prior to event, first Sunday of every month in 2004. Applications received after that date are subject to space availability. ****All booths are assigned on a first come, first serve basis.**

PAYMENT TERMS: A check for the full amount must accompany this application. No refunds on accepted packages.

Checks are to be made payable to: **City of Fort Lauderdale Parks and Recreation Department**

Mail to Attn: Debbie Gasperic/Jazz Brunch Vendor Applications

1350 W. Broward Blvd.

Fort Lauderdale, FL 33312

RELEASE: I the undersigned, do hereby forever discharge, release and hold harmless the City of Fort Lauderdale and its sponsors, of and from any and all manner of action, suits, damages, or claims whatsoever arising from any loss or damage to the person or persons or property of the undersigned while in the possession or under the supervision of the City of Fort Lauderdale. I hereby consent to all rules and regulations established for the festival and understand that the Festival Coordinator will have final authority. If accepted, I understand that my fee will not be refunded if all or part of the Festival is cancelled due to inclement weather or other acts of God over which the City of Fort Lauderdale has no control. I further understand that my fee will not be refunded if I am accepted and choose not to attend.

Submitted this _____ day of _____, _____ Accepted this _____ day of _____, _____

Exhibitor Name (Please print)

City of Fort Lauderdale

Signature

Signature